

NORTH CAROLINA BOARD FOR LICENSING OF SOIL SCIENTISTS

**Financial Statements for the
Year Ended June 30, 2018 and
Independent Auditor's Report**

NORTH CAROLINA BOARD FOR LICENSING OF SOIL SCIENTISTS

Financial Statements for the Year Ended June 30, 2018 and Independent Auditor's Report

BOARD MEMBERS (2018)

Alan Clapp, Chairperson

R. Scott Greene, Vice Chairperson

Michael Vepraskas, Ph. D., Secretary-Treasurer

Walter Giese

Patrick Johnson

Donald L. Wells

Clark Wipfield

Stephen W. Broome, Ph. D., Ex-Officio

ADMINISTRATOR (2018)

Elaine Christian, Administrative Manager

LEGAL COUNSEL

North Carolina Department of Justice

NORTH CAROLINA BOARD FOR LICENSING OF SOIL SCIENTISTS

TABLE OF CONTENTS

	<u>Page</u>
MANAGEMENT'S DISCUSSION AND ANALYSIS	1-4
INDEPENDENT AUDITOR'S REPORT	5-6
FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2018	
Statement of Net Position	7
Statement of Revenues, Expenses and Changes in Net Position	8
Statement of Cash Flows	9
Notes to Financial Statements	10-14

NORTH CAROLINA BOARD FOR LICENSING OF SOIL SCIENTISTS

MANAGEMENT'S DISCUSSION AND ANALYSIS

This section of the Board's financial report represents Management's analysis of the Board's financial performance during the year ended June 30, 2018. Please read it in conjunction with the financial statements which follow this section.

Financial Highlights

During 2018, the Board's net position increased by \$1,165 or 1.81%, due primarily to a recurrence of revenues in excess of expenses.

During 2018, the operating revenues of the Board were the same, due to an increase in exam revenue and a decrease in renewal income and professional corporate certifications, which net effect was neutral.

During 2018, the non-operating revenues of the Board increased by \$139, or 36.97%, due to an increase in interest earnings rates.

During 2018, the operating expenses of the Board increased by \$2,123, or 12.98%, due primarily to an increase in exam expenses.

Overview of the Financial Statements

This financial report consists of two sections: Management's Discussion and Analysis and the Financial Statements. The Board has no other supplementary information required by the Governmental Accounting Standards Board (GASB). The Financial Statements also include notes to the financial statements that provide detail of the information included in the financial statements.

The financial statements of the Board report information about the Board using accounting methods similar to those used by private sector companies. These statements offer short and long-term financial information about the activities of the Board.

The Statement of Net Position presents the current and long-term portions of assets and liabilities separately.

The Statement of Revenues, Expenses, and Changes in Net Position presents information on how the Board's assets changed as a result of its operations.

The Statement of Cash Flows presents information on how the Board's cash changed as a result of its financial activities.

NORTH CAROLINA BOARD FOR LICENSING OF SOIL SCIENTISTS

MANAGEMENT'S DISCUSSION AND ANALYSIS

Condensed Financial Information

The following presents condensed financial information on the operations of the Board:

	Current Year as of and for the year ended June 30, 2018	Current Year as of and for the year ended June 30, 2017
Current assets	\$ 74,857	\$ 72,639
Capital assets	0	0
Total assets	<u>\$ 74,857</u>	<u>\$ 72,639</u>
Current liabilities	\$ 9,363	\$ 8,310
Total liabilities	<u>\$ 9,363</u>	<u>\$ 8,310</u>
Investment in capital assets	0	0
Unrestricted net position	\$ 65,494	\$ 64,329
Total net position	<u>\$ 65,494</u>	<u>\$ 64,329</u>
Operating revenues	\$ 19,135	\$ 19,135
Operating expenses	(18,485)	(16,362)
Operating income	<u>650</u>	<u>2,773</u>
Non-operating revenues	515	376
Change in net position	<u>\$ 1,165</u>	<u>\$ 3,149</u>

NORTH CAROLINA BOARD FOR LICENSING OF SOIL SCIENTISTS

MANAGEMENT'S DISCUSSION AND ANALYSIS

Financial Analysis

Net position is an indicator of the fiscal health of the Board. Assets exceeded liabilities by \$65,494 for the year ended June 30, 2018. The largest component of net position was cash and cash equivalents. The following is a summary of the Statement of Net Position.

	Current Year as of June 30, 2018	Current Year as of June 30, 2017	Amount of Change	Percentage Change
Current assets	\$ 74,857	\$ 72,639	\$ 2,218	\$ 3.05%
Capital assets	0	0	0	0.00%
Total assets	<u>\$ 74,857</u>	<u>\$ 72,639</u>	<u>\$ 2,218</u>	<u>\$ 3.05%</u>
Current liabilities	\$ 9,363	\$ 8,310	\$ 1,053	\$ 12.67%
Total liabilities	<u>\$ 9,363</u>	<u>\$ 8,310</u>	<u>\$ 1,053</u>	<u>\$ 12.67%</u>
Invested in capital assets	\$ 0	\$ 0	\$ 0	\$ 0.00%
Unrestricted	65,494	64,329	1,165	1.81%
Total net position	<u>\$ 65,494</u>	<u>\$ 64,329</u>	<u>\$ 1,165</u>	<u>\$ 1.81%</u>

The following is a summary of the Statement of Revenues, Expenses, and Changes in Net Position

	The year ended June 30, 2018	The year ended June 30, 2017	Amount of Change	Percentage Change
Operating revenues	\$ 19,135	\$ 19,135	\$ 0	\$ 0.00%
Operating expenses	(18,485)	(16,362)	(2,123)	12.98%
Non-operating revenues	515	376	139	36.97%
Change in net position	<u>\$ 1,165</u>	<u>\$ 3,149</u>	<u>\$ (1,984)</u>	<u>\$ -63.00%</u>
Ending net position	<u>\$ 65,494</u>	<u>\$ 64,329</u>	<u>\$ 1,165</u>	<u>\$ 1.81%</u>

NORTH CAROLINA BOARD FOR LICENSING OF SOIL SCIENTISTS

MANAGEMENT'S DISCUSSION AND ANALYSIS

The following is a breakdown of operating revenues by source.

	The year ended June 30, 2018	The year ended June 30, 2017	Amount of Change	Percentage Change
Revenue from fees	\$ 19,135	\$ 19,135	\$ 0	\$ 0.00%
Total	\$ 19,135	\$ 19,135	\$ 0	\$ 0.00%

The following is a breakdown of non-operating revenues by source.

	The year ended June 30, 2018	The year ended June 30, 2017	Amount of Change	Percentage Change
Interest income	\$ 515	\$ 376	\$ 139	\$ 36.97%
Total	\$ 515	\$ 376	\$ 139	\$ 36.97%

Events Affecting Future Operation

A committee appointed by the North Carolina Legislature, The Joint Legislative Administrative Procedure Oversight Committee, has been performing a study concerning the deregulation, elimination and consolidation of occupational licensing boards in the State of North Carolina. The effect of any resulting legislation on the Board's operations in future years is not certain at this time.

Contacting the Board's Management

This financial report is designed to provide a general overview of the Board's finances and to demonstrate the Board's accountability for the money it receives. If you have any questions about this report or need additional information, contact: North Carolina Board for Licensing of Soil Scientists, P.O. Box 41368, Raleigh, NC 27629.

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INDEPENDENT AUDITOR'S REPORT

Members of the Board
North Carolina Board for Licensing of Soil Scientists
Raleigh, North Carolina

Report on the Financial Statements

We have audited the accompanying financial statements of the North Carolina Board for Licensing of Soil Scientists (the "Board"), an independent state board which is a nonmajor enterprise fund of the primary government of the State of North Carolina, as of and for the year ended June 30, 2018, and the related notes to the financial statements, which comprise the Board's financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on the audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the North Carolina Board for Licensing of Soil Scientists as of June 30, 2018, and the results of its operations and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

INDEPENDENT AUDITOR'S REPORT (CONCLUDED)

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historic context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the supplementary information because the limited procedures do not provide sufficient evidence to express an opinion or provide any assurance thereon.



Shelton L. Hawley, C.P.A., P.A.

Angier, North Carolina

August 31, 2018

**NORTH CAROLINA BOARD FOR LICENSING OF SOIL SCIENTISTS
STATEMENT OF NET POSITION
JUNE 30, 2018**

	June 30, 2018	
	Proprietary- Enterprise Fund	
ASSETS		
Current assets:		
Cash and cash equivalents (Notes 1 and 2)	\$	35,944
Cash in State Treasurer (Notes 1 and 2)		38,913
Total current assets		<u>74,857</u>
Capital assets (Notes 1 and 3):		
Office equipment		<u>0</u>
Total capital assets - net of depreciation		0
TOTAL ASSETS	\$	<u>74,857</u>
LIABILITIES AND NET POSITION		
Current liabilities:		
Due to other state agencies (Note 5)		468
Unearned revenue (Note 4)	\$	<u>8,895</u>
Total current liabilities		9,363
TOTAL LIABILITIES		<u>9,363</u>
NET POSITION (NOTE 6)		
Investment in capital assets		0
Unrestricted net position		<u>65,494</u>
TOTAL NET POSITION		<u>65,494</u>
TOTAL LIABILITIES AND NET POSITION	\$	<u>74,857</u>

See notes to financial statements.

NORTH CAROLINA BOARD FOR LICENSING OF SOIL SCIENTISTS
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
YEAR ENDED JUNE 30, 2018

	2018
	Proprietary- Enterprise Fund
OPERATING REVENUES:	
Fees, licenses and fines:	
Revenue from fees (and other operating income)	\$ 19,135
Total operating revenues	\$ 19,135
OPERATING EXPENSES:	
Personal services (and board members expenses):	
Board members expenses	\$ 180
Supplies and materials:	
Seals	129
Services:	
Contractual management services (including staff travel) (Note 7)	11,400
Legal, auditing and accounting fees	3,288
Printing	109
Postage	211
Exam expenses	3,120
Bank service charges	48
Total operating expenses	\$ 18,485
Operating income	\$ 650
NON-OPERATING REVENUES (EXPENSES):	
Interest income	515
Total non-operating revenues	\$ 515
Change in net position	\$ 1,165
Net position - beginning of year	64,329
Net position - end of year	\$ 65,494

See notes to financial statements.

NORTH CAROLINA BOARD FOR LICENSING OF SOIL SCIENTISTS
STATEMENT OF CASH FLOWS
YEAR ENDED JUNE 30, 2018

	2018
	Proprietary- Enterprise Fund
Cash flows from operating activities:	
Cash received from fees	\$ 19,720
Cash payments for operating expenses	(18,017)
Net cash provided by operating activities	\$ 1,703
Cash flows from investing activities:	
Interest earned	\$ 515
Net cash provided by investing activities	\$ 515
Net increase (decrease) in cash	\$ 2,218
Cash - beginning of year	72,639
Cash - end of year	\$ 74,857
Reconciliation of operating income to net cash provided by operating activities:	
Operating income (loss)	\$ 650
Adjustments to reconcile operating income to net cash provided by operating activities:	
Changes in assets and liabilities:	
Accounts payable	\$ 468
Unearned revenue	585
Total adjustments	\$ 1,053
Net cash provided by operating activities	\$ 1,703

See notes to financial statements.

NORTH CAROLINA BOARD FOR LICENSING OF SOIL SCIENTISTS
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2018

Note 1 - Nature of Activities and Significant Accounting Policies

Description of Organization and Purpose

The North Carolina Board for Licensing of Soil Scientists (the "Board") is an independent State board. It is an occupational licensing board and is authorized by Chapter 89F of the North Carolina General Statutes. The Board is composed of seven voting members [and one ex-officio non-voting member appointed pursuant to NCGS 89F-4(b)] who are appointed by the Governor and the General Assembly of the State of North Carolina. It is a nonmajor enterprise fund of the primary government of the State of North Carolina and is reported as such in the State's Comprehensive Annual Financial Report (CAFR).

The Board is established to maintain minimum standards for services provided by soil scientists.

The Board's operations are financed with self-generated revenues from fees charged to examinees and licensees.

Financial Reporting Entity

The concept underlying the definition of the financial reporting entity is that elected officials are accountable to their constituents for their actions. As required by accounting principles generally accepted in the United States of America (GAAP), the financial reporting entity includes both the primary government and all of its component units. An organization other than a primary government serves as a nucleus for a reporting entity when it issues separate financial statements. The accompanying financial statements present all funds and activities for which the Board is responsible.

For financial reporting purposes, the Board is a nonmajor enterprise fund of the primary government of the State of North Carolina and is reported as such in the State's Comprehensive Annual Financial Report (CAFR). These financial statements for the Board are separate and apart from those of the State of North Carolina and do not present the financial position of the State nor changes in the State's financial position and cash flows.

Basis of Presentation

The accompanying financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting principles and reporting standards.

All activities of the Board are accounted for within a single proprietary (enterprise) fund. Proprietary funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the cost of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

NORTH CAROLINA BOARD FOR LICENSING OF SOIL SCIENTISTS
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2018

Note 1 - Nature of Activities and Significant Accounting Policies (Continued)

Basis of Accounting

The basic financial statements of the Board are prepared using the economic resource measurement focus and the accrual basis of accounting. The economic resource measurement focus measures all assets that are available to the entity, not only cash or soon to be assets. Both long-term assets and long-term liabilities are measured and depreciation is recorded as a cost of operations. Under the accrual basis of accounting, revenues are recognized when earned, and expenses are recorded when a liability has been incurred, regardless of the timing of cash flows. Fees received for the various licenses are deemed earned when the license period begins.

The Statements of Revenues, Expenses, and Changes in Net Position classifies the Board's revenues as operating or non-operating revenues. Operating revenues and expenses consist of those revenues and expenses that result from the ongoing principal operations of the Board. Operating revenues consist primarily of license fees and includes activities that have characteristics of exchange transactions. Operating expenses are all expense transactions incurred other than those related to capital and noncapital financing or investing activities as defined by GASB Statement No. 9, *Reporting Cash Flows of Proprietary and Nonexpendable Trust Funds and Governmental Entities That Use Proprietary Fund Accounting*. Non-operating revenues and expenses consist of those revenues and expenses that are related to investing, capital, and non-capital financing activities; and are classified as non-operating in the financial statements.

Cash and Cash Equivalents

This classification includes undeposited receipts, petty cash, checking accounts and certain time deposits (if any) held by the Board.

Cash in State Treasurer

This classification consists of deposits with the State Treasurer of North Carolina. Because these funds are immediately available for expenditure they are considered a cash equivalent.

Capital Assets

Property and equipment are stated at cost and are being depreciated over their useful lives on a straight-line basis. The Board capitalizes assets that have a value or cost of \$200 or greater at the date of acquisition and an estimated useful life of more than one year. Depreciation is computed using the straight-line method of depreciation over the estimated useful lives of the assets, generally estimated as follows: office furniture and equipment, 5 to 7 years.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

NORTH CAROLINA BOARD FOR LICENSING OF SOIL SCIENTISTS
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2018

Note 2 - Deposits

Cash in Bank(s)

All of the Board’s deposits which are uninsured are uncollateralized [unless collateralized pursuant to NC Administrative Code (20 NCAC 7)] by the financial institution holding said deposits. For deposits, custodial credit risk is the risk that in the event of the failure of the depository (or counterparty), the Board will not be able to recover the value of its deposits that are in the possession of the outside party. The Board does not have formal written policies regarding custodial credit risk for deposits.

At June 30, 2018, the Board had deposits on hand with a financial institution which had a carrying amount of \$35,944 (including undeposited receipts, if any) and a bank balance of \$36,006, which was covered by federal depository insurance.

Cash in State Treasurer Short Term Investment Fund (STIF)

Pursuant to North Carolina General Statute 147-69.3(b), the Board voluntarily deposits to the North Carolina Short Term Investment Fund (STIF). Disbursements, if any, are through the issuance of warrants by the Board. Investments of the Short Term Investment Fund are limited to those authorized for the State’s General Fund, generally high quality money market investments and US Government/agency securities. FDIC insurance and deposit collateralization rules do not apply.

Deposit and investments risks associated with the State Treasurer’s Investment Pool (which includes the State Treasurer’s Short-Term Investment Fund) are included in the State of North Carolina’s Comprehensive Annual Financial Report. An electronic version of the financial report is available by accessing the North Carolina Office of the State Controller’s internet home page, www.ncosc.net, and clicking on “Financial Reports”, or calling the State Controller’s Financial Reporting Section at (919) 707-0500.

At June 30, 2018, the Board had deposits on hand with the North Carolina Department of State Treasurer which had a carrying amount and a bank balance of \$38,913.

Note 3- Capital Assets

Changes in capital assets as of and for the year ended June 30, 2018 is as follows:

	Cost 06-30-17	Acquisitions	Disposals	Cost 06-30-18	Accumulated Depreciation	Net Amount
Office equipment	\$ 2,449	\$ -	\$ 2,449	\$ 0	\$ 0	\$ 0
	<u>\$ 2,449</u>	<u>\$ -</u>	<u>\$ 2,449</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

When an asset is disposed of, the cost of the asset and the related accumulated depreciation are removed from the books. Any gain or loss on disposition is reflected in earnings for the period. No depreciation expense was recorded for the fiscal year ended June 30, 2018.

NORTH CAROLINA BOARD FOR LICENSING OF SOIL SCIENTISTS
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2018

Note 4 - Unearned Revenue

The Board's fees are assessed and collected on a fiscal year basis, which corresponds with the Board's accounting period. Licenses are renewed for a period of one fiscal year. License renewal fees received in the latter part of the fiscal year are deferred and recognized as revenue over the one year period to which they relate.

Note 5 - Accounts Payable

Accounts payable consists of amounts due to vendors (if applicable) in the ordinary operations of the Board. Accounts payable due in the ordinary operations of the Board which are due to other state agencies (if any) are reported separately.

Note 6 - Net Position

Investment in capital assets - This component of net position consists of capital assets, net of accumulated depreciation.

Restricted net position - This component of net position consists of net position which the Board is legally or contractually obligated to spend in accordance with restrictions imposed by external parties. The Board had no restricted net position at year end.

Unrestricted net position - This component of net position consists of net position that does not meet the definition of *restricted or investment in capital assets*.

Note 7 - Contractual Management Services

The Board does not have any employees. The Board contracts with a management service to provide services for the Board. The contract includes all services related to the process of licensure application and renewal and various other secretarial duties. The Board also reimburses the management service for printing, postage, copying and miscellaneous office expenses. Payments to the management service totaled \$11,611 during the fiscal year ended June 30, 2018.

Note 8 - Risk Management

The Board is exposed to various risks of loss related to torts; theft of, damage to, and the destruction of assets; errors and omissions; injuries to employees; and natural disasters. These exposures to loss are handled by participation in certain state-administered risk programs and self retention of certain risks. The Board has not purchased any commercial insurance coverage. There have been no changes in insurance coverage from coverage in the prior year.

NORTH CAROLINA BOARD FOR LICENSING OF SOIL SCIENTISTS
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2018

Note 9 - Contingencies

Disciplinary Hearings

The Board is involved in occasional disciplinary hearings throughout the year which arise in the ordinary course of its operations. In the opinion of management of the Board, the results of such actions during the year do not materially affect the Board's operations, changes in financial position, or cash flows for the year herein ended.

Note 10 - Subsequent Events

Subsequent events have been evaluated through August 31, 2018, the date the financial statements were available to be issued. Events occurring after that date have not been evaluated to determine whether a change in the financial statements would be required.

Note 11 - North Carolina Legislative Statutory Disclosure Requirement Concerning Audit Fees

This financial report required 35 hours work at a cost of \$3,700.